

REQUEST FOR RECORDS DISPOSITION AUTHORITY (See Instructions on reverse)		LEAVE BLANK	
TO GENERAL SERVICES ADMINISTRATION NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408		JOB NO NI-AFU-90-10	DATE RECEIVED 11-21-89
1 FROM (Agency or establishment) DEPARTMENT OF THE AIR FORCE		NOTIFICATION TO AGENCY	
2 MAJOR SUBDIVISION Directorate of Info Mgmt and Administration, SAF/AAD		In accordance with the provisions of 44 USC 3303- the disposal request including amendments is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10. If no records are proposed for disposal, the signature of the Archivist is not required.	
3 MINOR SUBDIVISION Information Management Policy Branch		WITHDRAWN	
4. NAME OF PERSON WITH WHOM TO CONFER Mr. R. P. Dwyer	5 TELEPHONE EXT. 694-3494		
6. CERTIFICATE OF AGENCY REPRESENTATIVE			

I hereby certify that I am authorized to act for this agency in matters pertaining to the disposal of the agency's records, that the records proposed for disposal in this Request of 3 page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified, and that written concurrence from the General Accounting Office, if required under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies, is attached

A GAO concurrence is attached, or is unnecessary

B DATE NOV 14 1989	C SIGNATURE OF AGENCY REPRESENTATIVE <i>Grace T Rowe</i>	D TITLE GRACE T. ROWE Chief, Records Mgmt Policy Section Directorate of Info Mgmt and Admin
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7 ITEM NO	8 DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (INARS USE ONLY)
DISPOSITION OF REMAINS OF DECEASED PERSONNEL (Table 143-2 34-9) (Applicable Air Force-wide)			
1	Rule 1. Changed the disposition of deceased personnel remains record files of Air Force or unknown personnel from "retire as permanent" to "destroy after 75 years." Reasons are: odds of a deceased's dependent now 75 years old and needing these records is practically zero; the Air Force member's Master Personnel Record at NPRC contains the casualty file, and we keep this Master Personnel Record for 75 years after member leaves service; and the member's medical record at NPRC contains the death certificate that explains the details and cause of death, and we keep this medical record for 50 years after date of latest record. There is no reason why these deceased personnel remains records (now unscheduled permanent) should remain as permanent records. We also changed the records description and added locations for these records.		WITHDRAWN
2	Rule 2. Changed the disposition of deceased personnel remains record files of foreign nationals who died while in training in the U.S. from "retire as permanent" to "destroy after 75 years." Reasons for disposition change are same/similar to reasons in Rule 1 above.		

Agency

REQUEST FOR RECORDS DISPOSITION AUTHORITY - CONTINUATION

JOB NO

PAGE

7
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8 DESCRIPTION OF ITEM
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- Withdrawn*
- 3 Rule 3. Changed the disposition of deceased personnel remains record files of Air Force civilian, contract technical representatives, and/or their dependents from "retire as permanent" to "destroy after 75 years." Reasons for disposition change are same/similar to reasons in Rule 1 above.
 - 4 Rule 4. Changed the disposition of deceased personnel remains record files of dependents of military personnel from "retire as permanent" to "destroy after 75 years." Reasons for disposition change are same/similar to reasons in Rule 1 above.
 - 5 Rule 5. Changed the disposition of deceased personnel remains record files of foreign nationality civilians employed at Air Force installations from "retire as permanent" to "destroy after 75 years." Reasons for disposition change are same/similar to reasons in Rule 1 above.
 - 6 NOTE. Added, to state that offices responsible for maintaining these mortuary records keep them in active (office) files until eligible for retirement to a records center.
- Withdrawn*

TABLE 143-2

DISPOSITION OF REMAINS OF DECEASED PERSONNEL

R U L E	A If records are	B consisting of	C which are	D then
1	AF or unknown personnel	*file consisting of record copies of disposition of remains-reimbursable basis, certificate of death (overseas), request for payment of funeral and/or interment expenses, identification findings and conclusions, personal property inventory, instructions for disposition of remains, order appointing summary court officer or escort, purchase and delivery orders, paid vouchers, checklists, Army or Navy forms similar to and used in lieu of above, and related records	*at HQ AFESC, base mortuary offices, and aerial port of entry mortuary facilities	*destroy after 75 years (note).
2	foreign nationals who died while in training in the US			
3	*AF civilian, contract technical representatives, and/or their dependents			
4	deceased dependents of military personnel			
5	deceased civilians of foreign nationality employed at AF installations			

Withdrawn

*NOTE: Retain in active file until eligible for retirement.